

**LIBRARY ADVISORY COMMISSION
CITY OF MILPITAS
Monday, January 10, 2005**

UNAPPROVED MINUTES

Minutes: Meeting of the Library Advisory Commission (LAC)

Date of Meeting: January 10, 2005

Place of Meeting: Milpitas City Hall, 455 E. Calaveras Blvd.,
Human Resources Conference Room

Call to Order: Chairperson Hay called the meeting to order at 7:05 p.m.

A. Roll Call Commissioners Present: Aoalin, Davis, Hay, Fan, Montano, and Wang.
Alternates Present: Chou and Estandarte
Commissioners Absent: Stephens
City Council Liaison Present: Councilmember Giordano
City Staff Present: Recording Secretary, Lisa Ciardella
Recreation Supervisor, Kerrilyn Ely
Principal Engineer, Mark Rogge
Child Care Coordinator, Toby Librande
County Staff Present: Community Librarian, Linda Arbaugh
Administrative Services Manager III, Gay Strand

B. Seating of Alternates

Chou and Estandarte

C. Flag Salute Chairperson Hay led the Commission in the Pledge of Allegiance

D. Approval of Minutes

MOTION to approve with the following changes to minutes of September 20, 2004:

- 1) Section D, paragraph 1: In the second sentence, change "remove the work" to "remove the word."
- 2) Section D: MOTION to approve the Minutes of "November 15, 2004" to "September 20, 2004."
- 3) Section H, first paragraph: In the second sentence, change "power point" to "PowerPoint."
- 4) Section H, fourth paragraph: In the fifth sentence, change "Commissioner Davis Hay asked if the 2,400 square feet multipurpose space could be able to be portioned" to "Commissioner Davis asked if the 2,400 square feet multipurpose space could be partitioned."
- 5) Section H, eighth paragraph: In the third sentence, change "Rogge responded that that parking

structure...” to “Rogge responded that the parking structure...”

- 6) Section H, ninth paragraph: Change “Erickson than review the remaining steps involved in the design process including the completion of concept design report, library subcommittee approval November 23rd, City Council approval on December 7th or 21st” to “Erickson then reviewed the remaining steps involved in the design process including the completion of concept design report, library subcommittee approval November 23rd, City Council approval on December 7th or 21st.”
- 7) Section H, eleventh paragraph: Change “Commissioner Montano asked if the proposed street median would require widen of the street? Rogge said no that the median would only as wide as the existing left turn lane” to “Commissioner Montano asked if the proposed street median would require widening of the street? Rogge said no, that the median would only be as wide as the existing left turn lane.”
- 8) Section H, twelfth paragraph: In the third sentence, change “successful included” to “successfully included.”
- 9) Section J, 1.1: In the second paragraph, change “Library Committee Room” to “Library Community Room.”
- 10) Section J, 1.3: In the first paragraph, change “Children’s Librarian Diane Silva” to “Children’s Librarian Diane Salah.”
- 11) Section J, 1.3: In the fourth paragraph, change “Kahlid Hosseinne” to “Kahlid Hosseini.”

MOTION to approve the Minutes of November 15, 2004 as amended.

M/S: Davis/ Hay

Ayes: All

E. Announcements and Correspondence:

Chairperson Hay congratulated and welcomed Councilmember Debbie Giordano to the commission.

Commissioner Aoalin announced that the Santa Clara County Library hosted the forum “Making a Difference in the Community” on December 4, 2004 at the headquarters.

Commissioner Montano announced that on January 17, 2005 there will be "Good Neighbor Awards." The cost is \$5 per person.

Chairperson Hay announced the upcoming CALTAC Workshop entitled "Sharing Your Library Successes" on March 5, 2005 in Dublin.

Chairperson Hay congratulated Commissioner Montano for her election to the School Board.

F. Citizens Forum: none.

G. Adoption of Agenda

MOTION to approve Agenda of January 10, 2005, with the following changes:

In Section H, combine 1.2, Library Naming Subcommittee Update in Old Business with 1.4, Facilities Naming Subcommittee recommendation to honor Dr. Martin Luther King Jr. and Cesar Chavez in New Business.

Change the order of the agenda items to:

Old Business

1.1 Library Building Project Update

1.2 Review Work Plan job assignments

New Business

1.1 Library Revenue Resources Report

1.2 Children's Developmental Art Show

1.3 Library Naming Subcommittee Update/Facilities Naming Subcommittee recommendation to honor Dr. Martin Luther King Jr. and Cesar Chavez

1.4 Election of Officers

In Section K, change scheduled meeting on March 14 to March 21, 2005 at 7:00 p.m.

H. Old Business:

1.1 Library Building Project Update

City of Milpitas CIP Manager Mark Rogge made a PowerPoint presentation as an update on the Library Building Project. Rogge reported that the City Council has approved the conceptual design of the Library. Across the street from the library will be a parking structure, senior housing, and a County health facility. An agreement has been made with the County for 275 parking spaces for the health facility. Commissioner Davis asked if the parking

structure will be open when the health facility is closed. Mr. Rogge responded that it will be.

Rogge said that there will be a ceremonial entrance at the historical building. The architect has been told that we need to see how it is going to look during the day and also at night.

Commissioner Montano asked if there is a space for bus drop off. Rogge responded that there is not, but that is something good to look at.

Councilmember Giordano asked if there will be a room for historical items. Mr. Rogge responded that there is not a dedicated room for historical items, however the Milpitas Historical Society has been contacted to assist in the provision display items for exhibit areas throughout the library.

There will be an enclosed courtyard that will have heat and air. From the courtyard, one can access both the multipurpose room and the kitchen. Commissioner Chou asked if restrooms will be accessible during a multipurpose room rental when the rest of the building is closed. Rogge responded that there will be accessible restrooms.

Rogge reported that plans include wireless computer capability throughout the building and at the table plug-in access for lap tops. There will also be panic buttons to directly contact dispatch and video surveillance for 100% of the garage. The intent is for the garage to have a compatible appearance with the library. A possibility to achieve this is to have a theme on each floor of the garage. The intent is to begin the learning experience in the garage.

The next steps are to publish the final Conceptual Design Report and to continue work on the schematic design.

Commissioner Chou asked if there was any potential for extra space for future library growth. Mr. Rogge responded that the south wing could have a second floor added. All 60,000 square feet will not be needed when we move in, and the building has a life expectancy of 70 years.

Commissioner Montano asked if Main Street will be widened. Rogge said that it would not be, as it is meant to be narrow to slow traffic.

1.2 Review Work Plan Job Assignments

Commissioner Montano reported that she attended the Youth Advisory and Senior Advisory Commission meetings and spoke to the commissions about the library and the Library Advisory Commission. She said that they are looking forward to finding out more about the new library project. She also reported that she mailed fliers to Terrace Gardens, the Milpitas Police Department and the Milpitas Teen Center.

Chairperson Hay reported that all the objectives have been fulfilled and thanked all who worked on each objective.

I. New Business

1.1 Library Revenue Resources Report

Santa Clara County Administrative Services Manager III Gay Strand provided a report that started with a quiz of the commission's knowledge of the county library system. Strand provided a background stating that county libraries give access to every person in California and that every county in the state has a county library.

County libraries do not receive general fund monies from the county but rely on property taxes. When Proposition 13 passed, the libraries lost one-half of their operating revenue. Currently, the parcel tax provides approximately 21% of the operating funds for the JPA. The JPA is going to voters this spring asking them to approve two measures. The first would allow the library to maintain current service levels. The second measure would allow the library to restore hours and services. If neither measure passes, there will be more cuts. Salaries and benefits represent the bulk of the county expenditures. If passed, the measure would bring \$5 million dollars to county libraries over a 10 year period.

Commissioner Davis asked how much money does Friends give on an annual basis. Strand responded that they give about \$380,000 per year, which provides vital program support.

1.2 Children's Developmental Art Show

Toby Librande, Child Care Coordinator for the City of Milpitas, introduced herself to the commission and requested their input for a children's art show. She asked the commission if they, along with the library, would like to host a children's art show. She showed some examples of art displayed at last year's show. April is "Month of the Young Child." Last year they had their display in the Phantom Art Gallery at the Community Center during the month of April. Unfortunately, they were not invited back to display their art by the Art Commission.

The theme of this year's show will be "Me and My Family." Fifty pieces will be selected which have the developmental attributes and represent the theme. Commissioners Davis and Aoalin volunteered to be on the subcommittee, while Chairperson Hay offered to help sort the pictures. All commissioners who were interested in promoting and assisting with the art show signed up and gave their contact information and availability.

Ms. Librande also asked if the commission was interested in hosting a reception. The commission suggested that they hold the reception in March or April to honor the artists.

Ms. Librande thanked the Commission for their enthusiasm and their willingness to help out. She said that she would be in contact with all commissioners who volunteered to assist with the Art Show.

1.3 Facilities Naming Subcommittee recommendation to honor Dr. Martin Luther King Jr. and Cesar Chavez/Library Subcommittee Update

The City Council has requested that this item be discussed by all the City Commissions.

Commissioner Davis suggested that rooms inside the library be named for different people, but the name of the library should remain the Milpitas Community Library. Chairperson Hay was also concerned about the cost of changing the name. Chairperson Montano, originally was in favor of naming it the "Dr. Martin Luther King Jr. Library", has since changed her mind and is now in favor of the name remaining the same. She would like to see some of the rooms named for different people.

Mr. Rogge commented that the rooms could have different names with references available about that person. Rotating displays may also be another option.

Chairperson Hay said that the LAC has clearly stated their views on the topic of the library naming and that the Council can continue to refer to the LAC minutes from the May 17, 2004.

1.4 Election of Officers

According to the Library Advisory Commission By-laws, Section 5., Officers, "A Chair and Vice Chair will be selected at the first meeting of the calendar year from the appointed members for a term of two years."

Chairperson Hay thanked everyone for her time as Chair of the Commission.

Chairperson Hay opened the floor for nominations for Chairperson.

Commissioner Davis nominated Chairperson Hay for Chairperson.

MOTION to re-elect Chairperson Hay as Chairperson.

M/S: Davis/Fan Ayes: All

Chairperson Hay opened the floor for nominations for Vice-Chairperson.

Commissioner Hay nominated Commissioner Aoalin.

MOTION to elect Commissioner Aoalin as Vice-Chairperson.

M/S: Davis/Montano Ayes: All

J. Other Business

1.1 Friends of the Milpitas Library

Commissioner Davis reported that the next board meeting will be held on January 19, 2005 at 7:00 p.m. The next book sale will be on February 5, 2005.

1.2 County Librarian Report

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None.

1.3 Community Librarian Report

Milpitas Community Librarian Linda Arbaugh reported that Google has new software to put books online. They will be starting to post books without copyright protection.

There have been two additions to staff and both are six-month assignments. One person has a half-time position and the other is full.

The library will host a Hawaiian Traditions Program on January 13, 2005 and a Viet Spring Folk Ensemble on January 30, 2005.

Silicon Valley Reads will begin in February and the chosen book is “Epitaph for a Peach”.

1.4 City Council Report

Council Member Giordano reported that the Library Conceptual Design was approved by the City Council.

1.5 City Staff Report

Kerrilyn Ely, Recreation Services Supervisor, announced the following:

The Spring Edition of the Recreation Services Activity Guide is available and registration will begin on January 13, 2005 at 7:00 a.m. at the Milpitas Community Center.

The Milpitas Sports Center will host a Health Faire on January 22, 2004.

Rainbow Theatre will be presenting “Bugsy Malone Jr.”, January 14-22. Tickets are available at the Milpitas Community Center.

All City Buildings will be closed on Monday, January 17, in observance of Dr. Martin Luther King Jr.’s Birthday.

1.6 Future Agenda Items

Entry in the 4th of July Parade
Library Building Update

XII. Adjournment

There being no further business, Chairperson Hay adjourned the meeting at 9:15 p.m. to the next regularly scheduled meeting on March 21, 2005.

M/S: Davis /Montano Ayes: All